

Approved

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

September 19, 2013

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:30 a.m.

Directors present: Joseph DiBattista, Bob Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, John MacIver and Christopher Placco

Ex Officio Members present: Leo Perrotta, Lisa Paratore and District 1 Commander, Lt. Tim O'Hara

Guests: Lindsey Hahn, Providence Police Inspector Roger Aspinall and Providence Police Captain Anthony Sauro.

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Cliff Wood, Director of Downtown Providence Parks Conservancy, Frank LaTorre, Director of Public Space, Alison Izzi,

DID Accounting Manager, Frank Zammarelli, Block by Block Operations Manager

2. City of Providence Update

Lt. O'Hara reported that during the last 3 weeks 47 arrests were made in the "hot spots" in the district. He reported that Operation Hub Cap made a big dent in drug dealing downtown with 40 arrests made between May and July 2013. Roger Aspinall, the Inspector in charge of Operation Hub Cap, reported that Kennedy Plaza is much improved as a result of Operation Hub Cap, and has spurred 2 more investigations. Captain Sauro praised Inspector Aspinall on the job he did emphasizing the very dangerous nature of the job.

3. Approval of the minutes from the July 18, 2013 Board Meeting

Director Chris Placco motioned to approve the minutes from the July 18, 2013 board meeting. Director Evan Granoff seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi

Evan Granoff

Director LaPidus Yes

Yes

Yes

Director Lappin Yes

Director Macliver

Director Placco Yes

Yes

Therefore the motion passed.

5. Financial Report

Alison Izzì presented the financial statements for July and August 2013. The FY 2013 audit has been completed and the results will be presented to the Board at the October 17th board meeting. Collections for the July and August are at 91%. All expenses related to the office move will be capitalized and depreciate rather than

expensed. It was suggested by the auditors that revenue for the current year be recognized 100% on July 1st rather than on a quarterly basis. This will result in Accounts Receivable and the Statement of Financial Position being increased by that amount and will present differently. Further discussions with the auditors are necessary to determine if this will be the accounting treatment going forward.

Director Bob Gagliardi motioned to accept July and August financial statement. Director John Macliver seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi

Evan Granoff

Director LaPidus Yes

Yes

Yes

Director Lappin Yes

Director Macliver

Director Placco Yes

Yes

Therefore the motion passed.

6. Report from the Director of Public Space

Frank LaTorre continues to work with RIDOT, the City of Providence and Bryant Engineering to facilitate work on the ADA sidewalk project. Work is scheduled to begin on the project in 2014. Frank reported on the Gateway Enhancement Project. The DID held the first Gateway subcommittee meeting on September 11, 2013, which focused on setting realistic goals relating to implementing and funding the project. Work also continues on expanding into the Capital Center District. He continues to work closely with Lt. O'Hara on the Downtown 100 collaborative, which focuses on dealing with individuals in the district who are chronic criminal offenders, have mental disabilities or who are homeless.

Frank reported that the HRP, the Hospitality Resource Partnership has a meeting scheduled with Richard Licht, Director of RI State Department of Administration on September 24th regarding the DBR's recent ruling overturning the Board of Licenses decision that nightclubs cannot have bottle service at the table. The HRP continues to monitor the progress, passage and implementation of certain ordinance amendments before the City Council relating to public

safety, policies and procedures and growing the nighttime economy. Good progress is being made.

7. Marketing Report

Joelle Kanter reported working with NAIL to finalize the design of the bringyourcompanytolife.com website, with the review of a beta site planned for next week and the soft launch of the website planned for the end of September. Joelle reported meeting with Jim Bennett, the city's economic director. Mr. Bennett agrees with the marketing strategy and believes that great opportunity lies in the suburban belt in Rhode Island and Massachusetts particularly in the Boston area. The marketing campaign was also presented to a group of entrepreneurs at Betaspring. Feedback from both meetings will be incorporated in the overall marketing plan.

The Downtown Providence Living Tour is scheduled for Saturday, September 21, 2013 from 11 AM to

5 PM. Nine Properties are participating: Regency Plaza, The 903, the Promenade, Avalon at Center Place, Waterplace, The Residences, Providence G, Arcade Providence and Westminster Lofts. The Tour has been featured on golocalprov.com. The Providence Journal's Real Estate section and WPRI's The Rhode Show, Tickets are \$6 in advance and \$10 on the day of the tour.

Joelle reported on the wayfinding signage project. She reported that Designer John Seeley revised his plans in order to reduce the size of

most of the signs, while keeping the letters at the same scale. In some cases he was able to use 4" capital letters, which meet federal guidelines, without changing the overall size of the signs too significantly. A final review of the bidding package will be done in the next few weeks. Joelle reported that currently \$180,000 has been raised for the project with contributions from Johnson & Wales University, Brown University, The Convention & Visitors Bureau, the DID and others. Fundraising efforts are ongoing.

Joelle reported working with PR Consultant, Lisa Carnevale, focusing on promoting recent retail growth downtown. As a result, on September 12th, The Providence Journal ran a major feature in its "Go!" section which highlighted downtown Providence as a fall destination.

8. Report from Downtown Providence Parks Conservancy

Cliff Wood reported that since the April "roll out" event at the Biltmore, DPPC staffing is up with Sally Strachan focusing on administration and Pat Moran concentrating on development efforts. Cliff reported that the Biltmore Hotel is poised to adopt the park with a 3 year multiphase plan which will include various activities and will be a template for other spaces. The City has \$2 million for the first phase of the plan plus RIPTA's \$500,000 grant. Cliff also stressed the need for more private investment and private sector support.

9. Report from Block by Block

Frank Zammarelli reported that the summer temps are gone and he is trying to extend the summer flowers. Graffiti is on the increase and will continue to rise throughout the fall. More pressure washing jobs have been added now that the watering scheduled has lessened. Frank reported on the new smartphones that are being used by the Safety Team. The phones allow for more timely and in depth reporting of maintenance issues in the district.

10. Economic Development and Other Matters

Dan Baudouin reported on the major infrastructure projects that will take place next year and beyond including the I-195 Project, the ADA Project; the Circulator Project, effecting Emmet Square, LaSalle Square and Fountain Street; with Dorrance Street and Exchange Terrace becoming 2-way streets; the Amtrak exterior project and the city repaving project which will effect 8-9 downtown streets and the area across from the post office.

11. Adjournment

The meeting was adjourned at 9:49 a.m.

Respectfully subm itted,

Alison Izzi

Accounting Manager

Downtown Improvement District